



We All Belong AmeriCorps* State Program

Hosted by the City of Burlington's Community and Economic Development Office

Vermont's population is becoming more diverse and reflective of a global citizenry. The We All Belong Program works with Burlington area non-profits, schools and city departments to help **create inclusive workplaces** and to offer more culturally competent **services, events and programming** for Burlington's increasingly diverse community. The City of Burlington seeks to address issues of race and gender inequity by making organizational shifts in programs and services. AmeriCorps* State members support these shifts by serving with a participating agency as a full or part-time volunteer.

Position Title: Winooski Family Center Cultural Outreach Assistant Part Time Position

Description and Key Responsibilities:

The Winooski Family Center is seeking a Cultural Outreach Assistant to support and coordinate outreach and engagement efforts under the direction of the Director and assigned staff member. Focus of responsibilities will include collaboration between Winooski Family Center staff, Vermont Refugee Resettlement Program, Association for Africans Living in Vermont, other culturally appropriate community organizations and individuals, as well as families in the community – both ones that we serve and those that we hope to serve. The AmeriCorps member will gather information regarding best practice and resources, will collaborate and serve together with program staff to help them become more knowledgeable and aware of the needs of the cultural groups in our community.

This project will allow the Winooski Family Center to provide the opportunity for parents and young children to participate in culturally meaningful activities, feel supported, have access to the resources offered to other community members, and also have services offered that consider their culture and circumstance.

The position will provide direct service support to our current Winooski Family Center programs. It will provide an essential service to current refugee and immigrant clients, providing culture bridging connection for families with limited and developing English skills. The role of AmeriCorps We All Belong Member in this program will also inform staff about cultural practices and help develop relationships and conversations between participants and staff. This will be done by the Member as they:

- **Explore** cultural competency tools and examples of diversity and equity initiatives
- **Research** tools, resources, and examples that help advance issues of racial justice locally
- **Facilitate** dialogue about race, culture, social justice and how to bring theory into practice
- **Promote** a better understanding between individual bias and systemic racism
- **Encourage** collaboration, trust and connectedness within Winooski Family Center staff and families

Skills and Qualifications :

The WFC seeks a multi or bilingual candidate with strong knowledge and understanding of the resettlement experience. We are looking for someone who has navigated, or helped others navigate resettlement and resource connection in the Chittenden County community and who is inspired to help others create new connections and build stronger families within our community. Potential candidates should have good interpersonal and communication skills and feel comfortable sharing information both with the community and our staff group. The AmeriCorps member should both feel comfortable and enjoy interacting and spending time with small children and their families; someone who is passionate about helping families and children reaching their potential; someone who understands firsthand, the challenges and struggles that many New American families face. Written and computer skills would also be helpful.

Members of the Winooski Family Center team must be warm, welcoming, care for and enjoy children and families, and be curious and outgoing in their approach to learning new ways of working and being with families with young children. The successful candidate will have the following qualities:

- **Knowledge** about the community's ethnic and cultural diversity is necessary
- **Direct:** experience working with people from diverse backgrounds
- **Creativity and innovation:** ability to see opportunities and develop new approaches for organizing across difference
- **Self direction:** ability to take initiative and be self-sufficient in a small organization environment
- **Communications:** skilled in speaking directly but sensitively about issues of race, class, gender, sexuality, and other aspects of diversity and oppression within an institutional framework
- Also have both strong **verbal and written communication skills**, as well as have basic computer knowledge
- **Collaborative spirit:** ability to lead and work as an integral part of a team of energetic and committed people
- **Commitment:** to addressing dynamics of power, privilege and oppression on an individual and institutional level
- **Education level:** no specific educational degree is required

The successful candidate must have reliable transportation and be available some evenings and the occasional Saturday.

Part Time AmeriCorps positions are 900 hours of service from January through August 2015. Part time benefits include a \$6,519 living allowance and a \$2,822 Education Award. We All Belong AmeriCorps* members join a team of 16 other members, each serving in agencies and organizations across the Burlington area.

If you need an accommodation please call 802-865-7144 or for more information on the program see our website:
<http://www.burlingtonvt.gov/CEDO/AmeriCorpsState-Program>

How to Apply

Position is open until filled. Please email resume, cover letter, two references, and a one-page writing sample to Marcella Gange: mgange@burlingtonvt.gov PDF format preferred, Word acceptable.